



## Wyoming Lender Alert

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Steven Despain, District Director

### Making a Difference for Small Business in Wyoming



Bob Auflick

#### What is E-Tran?

E-Tran is an SBA loan guaranty origination solution that leverages best-practice Internet technology to reduce the turnaround time on loan guaranty requests and provide the agency with high quality, timely data to support the management and oversight of its portfolio. E-Tran is one component of an overall strategy to provide increased efficiency and decreased costs in the loan guaranty origination process.

SBA has worked with numerous Lenders over a two year period to tailor this application for the lending community. E-Tran's flexibility allows Lenders to determine which method of access is best for them. E-Tran was created to allow access through a number of channels, including:

- A Web page where Lenders can enter loan information for single loans;
- A secure Web site capable of accepting multiple applications simultaneously via an XML (Extensible Markup Language) file transfer;
- Working with software intermediaries that have E-Tran loan submission functionality built into their program.

The Agency has been requested repeatedly, to work with the

financial industry's software providers to incorporate E-Tran into their software products. The technical specifications for E-Tran were designed so that any bank is able to access this system regardless of their level of technical expertise.

*Bob Auflick*

Bob Auflick  
ADD/Economic Development

#### Who is eligible for E-Tran?

SBAExpress Lenders with delegated eligibility authority will be given 1<sup>st</sup> preference, but all Express Lenders are eligible. SBA is taking an incremental approach to opening E-Tran. Currently SBA Express represents over 50% of all loans guaranteed and is our highest priority. PLP Lenders and 504 loans will come online within the near future. A final timeline has not been determined.

#### What are Lenders saying about E-Tran?

- Instant Assignment of SBA number (decreased turnaround time and convenience)
- Competitive advantage: Ability to respond in the market place and close loans faster
- Automated report features
- Confidence that eligibility compliance is being maintained due to system design of the data entry and Validation
- Automatic calculation of fees
- Access to technical support (very responsive)

- Drafts can be created and stored to return to at a later date
- Overall programming very "user-friendly" and easy to train
- Instant Validation provides comfort that there are no errors in data entry.

#### How does it work?

- **Lender A** (high level of technological capability or subscribes to a documentation software vendor)

Lenders will have access to E-Tran whether they use commercially available software or an in-house designed program. Either can be easily updated to implement E-Tran. Software vendors and lending partners can use the E-Tran documentation to customize their software to extract SBA's required data from their systems. This documentation describes the technology standards and data required to send an Internet file transfer to SBA.

[www.sba.gov/banking/modernization.html](http://www.sba.gov/banking/modernization.html)

Once implemented, the data is sent to the SBA much like an e-mail attachment. The file transfer data is subjected to the same validation rules and constraints as data entered into the web application. For example, a \$5 million SBAExpress loan guaranty request would be screened out for exceeding the "maximum loan amount" business logic coded into the system. In this instance, the system informs the user of the

error and requests an acceptable entry for loan amount.

- **Lender B** (has Internet capability, but does not use a software vendor product)

Lenders must log into the system with their user names and passwords, which are entered in the New IT Security system and authenticated against SBA's Partner Identification Management System (PIMS). The Security system and PIMS serve as the gatekeepers to E-Tran. The integration of these three systems prevents a Lender with an inactive SBAExpress agreement from processing a SBAExpress loan electronically.

Once logged into the system, SBAExpress Lenders will enter the data required to receive a loan number, most of which is the same as what is contained on the paper-based SBAExpress forms currently being used by SBAExpress Lenders. It is important to note there are some additional data fields required in E-Tran that some Lenders may be unfamiliar with submitting during the loan guaranty approval process. Upon completion of the data entry, which takes an experienced SBAExpress Lender approximately 15-20 minutes, Lenders will validate the data against SBA's business rules, correct any mistakes, and then submit the loan application. Within minutes the Lenders will receive an SBA loan number signifying approval of the loan guaranty request.

#### **How to get started?**

Lenders should contact:  
Stephen Kucharski-(202)205-7551  
or [Stephen.kucharski@sba.gov](mailto:Stephen.kucharski@sba.gov)

Glenn Hannon-- (202)205-7122 or  
[Glenn.Hannon@sba.gov](mailto:Glenn.Hannon@sba.gov)

The following information will be required to issue a user ID/password for E-Tran:

Last Name of User:  
First Name:  
Middle Initial:  
Lender's Name:  
Company:  
FIRS #:  
Complete Mailing Address:  
Title:  
Telephone Number:  
E-mail address:

If you have further question, please give Bob Auflick a call at 307-261-6507; or E-mail him at: [Robert.Auflick@sba.gov](mailto:Robert.Auflick@sba.gov)

#### **Interested in Exporting?**

With the dollar down over 20% against the Euro in the past year, today is a terrific time for companies to take a look at export markets--or, if they are already exporting, to expand their export sales. In recent months we already have seen a boost in U.S. exports, as our products become more competitive in global markets. We expect this trend to continue throughout the year, as countries around the world begin economic recovery and increase their demand for U.S. products and services.

In addition to the financial advantages presented by a lower dollar, two new free trade agreements went into effect on January 1, 2004, with Chile and Singapore. These are in addition to existing free trade agreements that we already have with Canada, Mexico, Israel, and Jordan. All of these present additional export opportunities for U.S. businesses, since they mean U.S. products will be more competitive in these countries.

But, as many exporters know, companies often need extra working capital to make export deals happen. Fortunately, the **U.S. Small Business Administration**

(SBA) and the **Export-Import Bank (Eximbank)** have financing programs that can help. Since some banks remain tentative about supporting their clients' international sales, SBA and Eximbank will provide banks with a 90% guaranty on loans extended to finance export transactions. **Export Working Capital loans** can be set up to finance a single transaction--one that might be larger than the firm's normal order size--or, they can be established on a 12-month revolving line of credit basis to finance multiple transactions. For SBA loans of 12 months or less, the guaranty fee is only 1/4 of 1%; lines can be renewed annually for three years. Collateral is primarily what is in the transaction: inventory, accounts receivable, work in process, and an assignment of proceeds for letters of credit or credit insurance policies. SBA's export working capital loans can go as high as \$1.6 million, while the Eximbank does not have a lending limit for its loans and also can guarantee loans made to larger businesses.

For companies that would like to expand their business because of growing export sales, any of SBA's regular loans program could help, by providing a 75% guaranty on a commercial bank loans of up to \$2.0 million. Terms can go out as long as 25 years, while loan proceeds can be used for both fixed assets and working capital. Or, if a company's financing needs are \$250,000 or less, the relatively new **SBA Export Express program** might meet those needs. Loans are available under this lender-expedited program with SBA guaranteeing 85% on loan amounts up to \$150,000, or 75% on loan amounts up to \$250,000. Proceeds can be used for equipment, other fixed assets, transaction costs, foreign trade

show participation, translation services or other working capital needs. However, the applicant must have been in business for a least one year and must demonstrate that the loan will help the firm enter a new export market or expand in an existing export market.

If you think any of these programs might work for you, please give Stephen E. Parker, SBA's representative in the Wyoming District Office. Don't let financing stand in the way of international trade. Our country needs to increase its exports, and the SBA and Eximbank stand ready to help companies make that happen. Stephen can be reached at (307) 261-6506, or by email at [Stephen.Parker@sba.gov](mailto:Stephen.Parker@sba.gov). to learn more about international trade resources.

### **Make Cleaning Your Computers a Priority!**

Now is the time to set aside for cleaning our yards, attics and the gutters on our homes; a good idea in your professional and personal life would be to add your computer to the list of "Must Clean" items. Regular maintenance of our physical hardware and recapturing memory by eliminating unneeded files are equally important to insure that your computer is operating optimally.

While today's computers are certainly more durable than in times past, the demands we place on them have increased. We should be aware that computer systems are not without needs. A well-maintained computer runs more efficiently, responds to your commands more quickly and is less likely to crash unexpectedly. Just like your car needs periodic servicing or it will leave you stranded on the roadside, your computer will take care of you if you take care of it.

By building computer maintenance into your regular routine you can avoid costly problems and delays and save yourself frustration to boot. Here are some helpful hardware clean-up hints for keeping your computer running efficiently:

**Keyboard:** Clean the keyboard with a soft cloth and rubbing alcohol. Clean the key tops, and in between keys. Use a vacuum cleaner to clean debris from between keys. Be careful using canned air as it can force debris under the keys.

**Mouse:** To clean your mouse, turn the mouse on its back (be sure not to let it wriggle away). Remove the sphere over the ball. Remove the ball (you can turn it over and burp it and the ball will eject). Use a cotton swab dipped in rubbing alcohol to clean the dirt from the three small wheels. Wash the ball with soap and warm water to remove any oil and dirt. No alcohol on the ball as it will damage the rubber. Put the mouse back together and it will be ready to go!

**Desktop Monitors:** Clean with a non-ammonia cleaner such as a staticide - do not spray anything directly on the monitor. Spray your cloth with cleaner and then wipe any grime or fingerprints from the screen. Never use an abrasive.

**Laptop Monitors:** Laptop monitors can be more sensitive so, first, turn the computer off. Dampen a clean, soft, lint-free cloth or paper with water or a mild glass clearing that contains no alcohol, ammonia or abrasives and wipe the screen. Never spray liquid directly on the screen.



## **IMPORTANT NUMBERS TO REMEMBER**

### **Loan Liquidation Herndon Liquidation/ Purchase Center**

1145 Herndon Parkway  
Herndon, VA 20170  
Lender's Hotline: (703) 487-9283  
Fax info/urgent: (202) 481-4674  
E-mail: [loanresolution@sba.gov](mailto:loanresolution@sba.gov).  
Hours of Operation:  
Monday-Friday 7:30am-6:30 pm  
The Fresno, California, and Little Rock, Arkansas, Commercial Loan Service Centers will continue to assist lenders on accounts that are not in a liquidation status.

**Loan Servicing  
Fresno Commercial Loan  
Servicing Center**  
2719 North Air Fresno Dr Suite 107  
Fresno, CA 93727-1547  
Phone: (559) 487-5136  
Fax: (559) 487-5803  
E-mail: [FSC.Servicing@sba.gov](mailto:FSC.Servicing@sba.gov)

**Sacramento LowDoc  
Processing Center**  
501 I Street, Suite 12-200  
Sacramento, CA 95814-2413  
Phone: (916) 930-2410  
Fax: (916) 930-2180  
Frank Pucci, Center Director  
Phone: (916) 930-2450  
E-mail: [Robert.pucci@sba.gov](mailto:Robert.pucci@sba.gov)

## **UPCOMING EVENTS**

**July 5** – Holiday  
**July 6** – Women's Roundtable  
Jackson  
**July 7** – Women's Roundtable  
Casper & Dubois  
**July 13** – Women's Roundtable  
Sheridan  
**July 15** – Governor's Summit  
Powell  
**July 20** – Women's Roundtable  
Cody  
**July 27** – WNET Call – Cancelled  
*for Summer*